



**Michigan Supreme Court  
State Court Administrative Office**

**Trial Court Services Division**

Michigan Hall of Justice

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Lansing, MI 48909

Phone: (517) 373-4835

DATE: May 25, 2006

TO: Circuit Court Administrators  
County Clerks  
Case Management System Providers

FROM: Amy Byrd

RE: Amendments to Caseload Reporting Form SCAO 31 and Instructions

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As communicated to you in a memo from Carl Gromek dated April 6, 2006, our office will only be collecting annual caseload reports starting in 2006. However, courts can continue to use the Caseload Reporting System (CRS) for their own personal use to produce ad hoc reports for quarters 1 through 3 of Parts 1 and 2 and for any time frame for Part 4. Details regarding the use of CRS for this nonrequired ad hoc reporting will be provided in the near future.

Details regarding the use of CRS for the required annual caseload reporting and verification will be provided at the end of this year. For data entered manually through CRS, the report periods that can be selected will be Quarter 1, Quarter 2, Quarter 3, and Full Year. For data submitted through the upload feature, the file format must continue to use "4" as the value for the "QTR" field, although it will contain full-year data.

Enclosed are the revised Circuit Court Caseload collection form and instructions. Some revisions were made as a result of the change to annual reporting. Other changes were made to the instructions to clarify when to report certain events, specifically:

Page 6, Line 3 – added details about when to report a case reopened.

Pages 22 through 25, Lines 4, 7, 7, and 6 – added information about when to count stays.

Page 26, Line 12 – removed reference to FAC.

Page 48 – added to definition of first appearance.

Also enclosed is the File Format, which was revised by adding the following clarification to page 1: **("4" indicates full year reporting).**

If you have any questions about these changes, please contact me at 517-373-4864.

cc: Trial Court Services  
Regional Offices

<b>CIRCUIT COURT CASELOAD</b>				Year
Except for the Delay in Criminal Proceedings subreports in Part 4 (which are due quarterly by January 7, April 7, July 7, and October 7) complete Parts 1, 2, and 4 annually and transmit no later than 30 days following the end of the reporting period.				
Preparer's name		Preparer's telephone no.		Court no. and designation
County or Location				

**PART 1: NEW FILINGS AND REOPENED CASES****SECTION A: APPEALS, ADMINISTRATIVE REVIEW, EXTRAORDINARY WRITS**

Line	CASE TYPE	AA	AE	AP	AR	AV	AH	AL	AS	AW
1	Beginning Pending									
2	New Filings									
3	Reopened									

**SECTION B: CRIMINAL**

Line	CASE TYPE	AX	FC	FH	FJ
1	Beginning Pending				
2	New Filings				
3	Reopened				

**SECTION C: CIVIL**

Line	CASE TYPE	CB	CC	CD	CE	CF	CH	CK	CL	CP	CR	CZ	ND	NF
1	Beginning Pending													
2	New Filings													
3	Reopened													
Line	CASE TYPE	NH	NI	NM	NO	NP	NS	NZ	PC	PD	PR	PS	PZ	Use this format to report Court of Claims cases using the case type codes MD, MH, MK, MM, MP, MT, and MZ
1	Beginning Pending													
2	New Filings													
3	Reopened													

**CIRCUIT COURT CASELOAD - PART 1: NEW FILINGS AND REOPENED CASES****SECTION D: DOMESTIC RELATIONS**

Line	CASE TYPE	DC	DM	DO	DP	DS	DZ	TC	TI	TM	TO	TP	TS	TU	TZ	UC	UD
1	Beginning Pending																
2	New Filings																
3	Reopened																

Line	CASE TYPE	UE	UF	UI	UM	UN	UO	UT	UW
1	Beginning Pending								
2	New Filings								
3	Reopened								

**SECTION E: JUVENILE**

Line	CASE TYPE	DJ	DL	PJ	TL
1	Beginning Pending				
2	New Petitions				
3	Reopened				

## CIRCUIT COURT CASELOAD - PART 1: NEW FILINGS AND REOPENED CASES

### SECTION F: CHILD PROTECTIVE

Line	CASE TYPE	NA	Children
1	Beginning Pending		
2	New Petitions		
3	Reopened		

Line	CASE TYPE	NA	Children
4	Term. Pet. (Orig./Amend)		
5	Term. Pet. (Supplemental)		
6	Supplemental Petitions		

Line	Children (NA)
7	

Number of children in line 2 who have had prior court jurisdiction under child protective proceedings

### SECTION G: ADOPTION

Line	CASE TYPE	AB	AC	AD	AF	AG	AM	AN	AO	AY
1	Beginning Pending									
2	New Filings									
3	Reopened									

Line	TYPE	RB	RL
4	Releases Executed		

Line	OTHER MATTERS	
5	Petitions for Confidential Intermediary	
6	Requests for Release of Information	

### SECTION H: MISCELLANEOUS FAMILY

Line	CASE TYPE	EM	ID	NB	NC	PH	PP	PW	VP
1	Beginning Pending								
2	New Petitions								
3	Reopened								

**SECTION I: ANCILLARY PROCEEDINGS - GUARDIANSHIPS, CONSERVATORSHIPS, ADMISSIONS, MENTAL COMMITMENTS**

Line	CASE TYPE	CA	CY	DD	GA	GL	GM	JA	LG	MI	PO
1	Beginning Pending Petitions										
2	New Filings										

## General Reporting Instructions:

- If caseload information for a specific reporting period is not entered into the system prior to submitting the report, adjustments in caseload can be made by regenerating the report and transmitting the amended data according to procedures prescribed by SCAO.
- Except for Court of Claims cases, assignments are not to be counted in these reports. Separate assignment reports are prepared and will be used to gather additional statistical information about judicial activity. **If courts enter assigned cases to their case management systems, the cases must not be reported.**
- When the family division of the circuit court is processing cases under the jurisdiction of the probate court, the statistics must be provided in the reporting format required for probate court. When the family division of the circuit court is processing cases under which it has ancillary jurisdiction, the statistics must be provided in Section I of this report.
- When a case type code is changed after a case has been reported, the case must be counted disposed as "Case Type Change" under the case type code under which the case was originally reported (as a new filing) and reported as a new filing under the new case type. Separate instructions for this new filing are not provided again in the following pages.

## Section A: Appeals, Administrative Review, Extraordinary Writs - New Filings and Reopened Cases

**Line 1:** Provide the number of beginning pending cases as of January 1 for each of the case type codes.

**Line 2:** Under the appropriate case type codes, provide the total number of filings. Count cases opened on the filing date.

- An appeal, administrative case, or extraordinary writ is counted as a new filing when a claim of appeal is received for filing, a petition for leave to appeal is received for filing, a petition for review is received for filing, or an extraordinary writ is received for filing.

*Forms which may be used to open an appellate case are:*

*MC 55 (Claim of Appeal)*

*CC 403 (Claim of Appeal and Order Appointing Counsel)*

*Court rules associated with opening an appellate or administrative case are MCR 5.801(C), 6.625, 7.101(C), 7.102, 7.103(B), 7.104, and 7.105(C). Court rules associated with opening a civil action for extraordinary relief are MCR Subchapter 3.300.*

**Line 3:** Under the appropriate case type codes, provide the total number of reopened cases. Count cases reopened only if they have been previously counted as disposed.

- An appeal, administrative case, or extraordinary writ is counted as a reopened case when remanded to the circuit court by a higher court or when a termination of bankruptcy is filed or when an order staying a case is set aside.

*Court rules associated with reopening an appellate or administrative case or an action for extraordinary relief are MCR 7.216(A) and 7.316(A).*

## Section B: Criminal - New Filings and Reopened Cases

**Line 1:** Provide the number of beginning pending cases as of January 1 for each of the case type codes.

**Line 2:** Under the appropriate case type codes, provide the total number of filings. Count cases opened on the filing date. The most serious offense defines the case type code to be assigned.

- A criminal case is counted as a new filing when a bindover is received for filing (it is reported filed based on the bindover date, not the filing date), an order waiving a juvenile from family division to criminal division is received for filing, or a case is received by your court after transfer from another court because of change of venue; do not include cases transferred for purposes of trial only.
  - Count a high court misdemeanor as a felony.
  - A felony complaint may contain multiple charges against one defendant; do not count multiple charges in one complaint as separate cases. If a prosecuting official has filed multiple complaints for multiple offenses arising out of one incident by one defendant, consolidate the complaints into one case and count as one case.
  - A complaint may contain both felony and misdemeanor charges in the same complaint; count as a felony.
  - A criminal complaint should be filed against one defendant; each defendant shall be counted as one case. If a prosecuting official has filed a single complaint against more than one defendant, each defendant must be counted as a separate case.

*Forms which may be used to open a criminal case are:*

*MC 200 (Bind Over/Transfer After Preliminary Examination, Felony)*

*MC 316 (Order for Change of Venue)*

*Court rules and statutes associated with opening a criminal case are MCR 2.222, 2.223, 2.226, 2.227, 5.950(C), 6.101, 6.110(G), and 6.907 and MCL 766.13.*

**Line 3:** Under the appropriate case type codes, provide the total number of reopened cases. Count cases reopened only if they have been previously counted as disposed.

- A criminal case is counted as a reopened case:
  - when returned from the district court; report this based upon date of order, not date received..
  - when the case is remanded from a higher court for a new trial; report this based upon date of order, not date received.
  - when the defendant or juvenile has been arraigned on a warrant issued prior to adjudication; report this based upon arraignment date, not warrant recall date.
  - when a request to withdraw a plea is granted or when a judgment notwithstanding the verdict is entered except when entered upon return of the jury verdict.
  - after receiving a report from the Department of Community Health regarding the competency of the defendant to stand trial; report this based upon date received.
  - when prosecutor motions for dismissal of the case after the case had been previously counted disposed under inactive status.

*Court rules and statutes associated with reopening a criminal case are MCR 6.104, 6.110(G), 6.125(E), 6.310, 6.312, 6.431, 7.215(D), 7.216(A), 7.316(A), and 7.317 and MCL 330.2028.*

## Section C: Civil - New Filings and Reopened Cases

**Line 1:** Provide the number of beginning pending cases as of January 1 for each of the case type codes.

**Line 2:** Under the appropriate case type codes, provide the total number of filings. Count cases opened on the filing date.

- A civil case is counted as a new filing when a complaint is received for filing, when a foreign judgment is received for filing, when a case is received by your court after transfer from another court because of change of venue, or when a case is transferred from district court for any reason.
- The 30th Circuit Court must count as a new filing a Court of Claims case. Any court assigned a case from the Court of Claims must count the case as a new filing unless there is an underlying case; if there is an underlying case, it becomes part of that case.
- Do not include cross-claims, 3rd party complaints, or counter claims.

*Forms which may be used to open a civil case are:*

*MC 01 (Summons and Complaint)*

*MC 35 (Complaint, Claim and Delivery)*

*MC 62 (Application and Notice of Entry of Foreign Judgment)*

*MC 316 (Order for Change of Venue)*

*Court rules associated with opening a civil case are MCR 2.101, 2.102, 2.222, 2.223, 2.226, 2.227, 3.105(C), and 4.002.*

**Line 3:** Under the appropriate case type codes, provide the total number of reopened cases. Count cases reopened only if they have been previously counted as disposed.

- A civil case is counted as a reopened case when:
  - a judgment is set aside, a settlement agreement is set aside, when a judgment notwithstanding the verdict is entered except when entered upon return of the jury verdict, or an order staying a case is set aside.
  - a default entry for no answer is set aside even if there is no judgment entered or whether the case has been dismissed for no progress or not.
  - reinstated after dismissal.
  - remanded or returned from another court.
  - a termination of bankruptcy is filed.
- Court of Claims cases assigned to another court and disposed by that court are not to be counted reopened by the 30th Circuit Court when or if returned for any final processing.

*Court rules associated with reopening a civil case are MCR 2.102(F), 2.502(C), 2.603(D), 2.610, 7.215(D), and 7.317.*

**NOTE:** Court of Claims cases should be reported using the same instructions and same format above. The case type codes are MD, MH, MK, MM, MP, MT, and MZ.



## **Section D: Domestic Relations - New Filings and Reopened Cases**

**Line 1:** Provide the number of beginning pending cases as of January 1 for each of the case type codes.

**Line 2:** Under the appropriate case type codes, provide the total number of filings. Count cases opened on the filing date.

- A domestic relations case is counted as a new filing when a complaint is received for filing, when a certificate is filed under URESA/UIFSA, when a foreign order is registered, when a case is received by your court after transfer from another court because of change of venue, or when an interstate or intrastate case is transferred post-judgment.
  - For post-judgment transfers, count upon acceptance of case from other court or tribunal. Acceptance may include an order confirming.
  - Do not include cross-claims, 3rd party complaints, or counter claims.

*Forms which may be used to open a domestic relations case are:*

*MC 01 (Summons and Complaint) along with the specific complaint.*

*MC 316 (Order for Change of Venue)*

*FOC 30a (Order Confirming Registration of Out of State Support Order)*

*FOC 31 (Petition and Order for Transferring Case)*

*Court rules associated with opening a domestic relations case are MCR 2.101, 2.102, 2.222, 2.223, 2.226, 2.227, 3.205, 3.212, 3.214, and 3.217.*

**Line 3:** Under the appropriate case type codes, provide the total number of reopened cases. Count cases reopened only if they have been previously counted as disposed.

- A domestic relations case is counted as a reopened case when:
  - default judgment is set aside.
  - a default entry for no answer is set aside even if there is no judgment entered or whether the case has been dismissed for no progress or not.
  - reinstated after dismissal.
  - remanded from the Court of Appeals for a new trial.
  - a judgment or order staying a case is set aside.

*Court rules associated with reopening a domestic relation case are MCR 2.102(F), 2.502(C), 7.215(D), and 7.317.*

## Section E: Juvenile - New Filings (Petitions) and Reopened Cases (Petitions)

**Line 1:** Provide the number of beginning pending petitions as of January 1 for each of the case type codes.

**Line 2:** Under the appropriate case type codes, provide the total number of petitions. Count petitions opened on the date received. Only one juvenile shall be included in a single petition, complaint, or citation. A petition, complaint, or citation may charge multiple offenses against one juvenile. The most serious offense defines the case type code to be assigned, i.e., if a delinquency and traffic offenses are filed on the same petition, the case type is DL.

- A juvenile petition is counted as a new petition when an original complaint, petition, or citation is received (not when authorized); when an order granting a request to designate a case is entered; or when a petition is received by your court after transfer from another court because of change of venue or change of jurisdiction including transfers from district court under MCR 6.911 and transfers from the circuit criminal division under MCL 712A.3.
  - If the filing is prosecutor-designated, count under DJ rather than DL. If the court designates the DL filing, count under DJ.
  - Do not count **supplemental** petitions **except** in a proceeding for violation of a personal protection order issued by another court.

*Forms which may be used are:*

*JC 01 and JC 02 (Complaint)*

*JC 04 (Petition)*

*JC 29 (Order to Transfer Jurisdiction)*

*JC 68 (Order After Designation Hearing)*

*UC-01a or UC-01b (Uniform Law Citation)*

*MC 200 (Bind Over/Transfer After Preliminary Examination, Felony)*

*MC 316 (Order for Change of Venue)*

*CC 375M (Petition for Personal Protection Order Against a Minor, Domestic Relationship)*

*CC 377M (Petition for Personal Protection Order Against Stalking by a Minor, Non Domestic)*

*Court rules and statutes associated with a juvenile complaint or petition are MCR 3.926, 3.931, 3.932(C), (D), 3.939, 3.951(A), 3.952(D), and 6.911 and MCL 257.728, 712A.2, 712A.2b, 712A.2d, 712A.2h, and 712A.3.*

**Line 3:** Provide the total number of reopened petitions. Count cases reopened only if they have been previously counted as disposed.

- A juvenile petition is counted as a reopened petition:
  - when remanded from another court for a new trial.
  - when a request to withdraw plea is granted or when a judgment notwithstanding the verdict is entered except when entered upon return of the jury verdict.
  - when the juvenile fails to comply with a consent calendar agreement or a diversion program.
  - when the court transfers an adjudicated petition to the consent calendar before disposition under MCR 3.932(C)(8)
  - when the judge overturns a decision of a referee.
  - when the juvenile appears on a petition/citation which was previously reported disposed for failure to appear.
  - when the prosecutor files a nolle prosequi after the case has been previously counted disposed under inactive status.
- Do not count as reopened a denied petition for ex parte personal protection order that is subsequently scheduled for hearing under MCR 3.705(B).

*Court rules and statute associated with reopening a juvenile petition are MCR 3.932(C)(8), 3.941, 6.310, 7.215(D) and 7.317 and MCL 330.3028.*

## **Section F: Child Protective - New Filings (Petitions) and Reopened Cases (Petitions)**

**Line 1:** Provide the number of beginning pending petitions as of January 1 for each of the case type codes.

**Line 2:** Provide the total number of petitions. Count petitions opened on the date received. A petition may involve more than one child.

- A child protective petition is counted as a new petition when an original complaint or petition is received (not when authorized), including petitions received by your court after transfer from another court because of change of venue or jurisdiction.
  - If multiple children are included in one complaint or petition, count as one petition.
  - Count the total number of children in each complaint or petition received.
  - Count supplemental petitions separately (see Lines 5 and 6).

*Forms which may be used in child protective cases are:*

*JC 01 and JC 02 (Complaint)*

*JC 04 (Petition)*

*JC 29 (Order to Transfer Jurisdiction)*

*MC 316 (Order for Change of Venue)*

*Court rules and statutes associated with a child protective complaint or petition are MCR 3.926 and 3.961 and MCL 712A.2.*

**Line 3:** Provide the total number of reopened petitions. Count cases reopened only if they have been previously counted as disposed.

- A child protective petition is counted as a reopened petition when:
  - remanded from another court for a new trial.
  - a request to withdraw plea is granted.

*Court rules associated with reopening a child protective petition are MCR 3.971, 7.215(D), and 7.317.*

**Line 4:** Count the total number of termination petitions which were included in original or amended petitions. Count the total number of children in each petition received.

**Line 5:** Count the total number of termination petitions received as supplemental petitions. Count the total number of children in each petition received.

**Line 6:** Count the total number of supplemental petitions received, not including termination petitions. Count the total number of children in each petition received.

**Line 7:** Provide the total number of children in line 2 who have had prior court jurisdiction under child protective proceedings.

**Note:** Changes in petitions before adjudication are considered amended. Changes in petitions after adjudication are considered supplemental.

## Section G: Adoptions - New Filings and Reopened Cases

**Line 1:** Provide the number of beginning pending cases as of January 1 for each of the case type codes.

**Line 2:** Under the appropriate case type codes, provide the total number of filings. Count cases opened on the filing date. Only one child shall be included in a single petition.

- An adoption case is counted as a new filing when an original petition is received for filing or when a case is received by your court after transfer from another court because of change of venue or jurisdiction.
  - Count authorizations for temporary placement as a new filing under AD or AO as appropriate. Petitions for direct placement adoption or agency adoption which have been preceded by an authorization for temporary placement should not be assigned a new case number and should not be counted as a new filing.
  - Do not count supplemental petitions, releases, or consents on this line (see Line 4 for counting releases).
  - Do not count petitions for confidential intermediaries on this line (see Line 5).

*Forms which may be used for opening an adoption case are:*

*PCA 301 (Petition for Adoption)*

*PCA 301a (Petition for Direct Placement Adoption)*

*MC 316 (Order for Change of Venue)*

*Court rules and statutes associated with opening an adoption case are MCR 3.801 and MCL 333.2830, 710.24, 710.26, 710.45, 710.46, 710.52, and 710.56.*

**Line 3:** Under the appropriate case type codes, provide the total number of reopened cases.

- An adoption case is counted as a reopened case when:
  - remanded from another court for further consideration after a final order is entered.
  - petition for rehearing is received for filing and rehearing is granted.
  - petition to rescind adult adoption is received for filing. *Form PCA 349 (Petition for Recission of Adoption and Order)*

*Court rules associated with reopening an adoption case are MCR 3.806, 7.215(D), and 7.317 and MCL 710.64(1) and 710.66.*

**Line 4:** Under the appropriate type code, provide the total number of releases executed.

**Line 5:** Count the total number of petitions filed requesting a confidential intermediary regardless of the case type code.

**Line 6:** Count the total number of requests filed for release of adoption information regardless of the case type code.

## Section H: Miscellaneous Family - New Filings and Reopened Cases

**Line 1:** Provide the number of beginning pending cases as of January 1 for each of the case type codes.

**Line 2:** Under the appropriate case type codes, provide the total number of filings. Count cases opened on the filing date.

- A miscellaneous family case is counted as a new filing when an original petition is received for filing, when a case is received by your court after transfer from another court because of change of venue or jurisdiction, or when a respondent is arraigned for violating an out-of-county personal protection order.
  - Count petitions for ex parte order for transport and temporary detention for infectious disease as a new filing. Petitions for treatment of infectious disease which have been preceded by an ex parte order for transport and temporary detention for infectious disease should not be assigned a new case number and should not be counted as a new filing.
  - Do not count petitions for continuing treatment of infectious disease.
  - Do not count petitions to rescind order of emancipation; see Line 3.

*Forms which may be used for opening a miscellaneous family division case are:*

*PC 51 (Petition to Change Name)*

*PC 100 (Petition for Emancipation, Affidavit, and Waiver of Notice)*

*PC 104 (Petition for Treatment of Infectious Disease)*

*PC 110 (Petition and Ex Parte Order for Transport and/or Temporary Detention)*

*PC 119 (Petition for Waiver of Parental Consent for an Abortion)*

*MC 72 (Petition for Testing of Infectious Disease)*

*CC 375 (Petition for Personal Protection Order, Domestic Relationship)*

*CC 377 (Petition for Personal Protection Order Against Stalking, Non Domestic Relationship)*

*CCFD01 (Petition for Placement Order of Surrendered Newborn Child) or CCFD03 (Petition of Parent for Custody of Surrendered Newborn Child)  
whichever is filed first*

*MC 316 (Order for Change of Venue)*

*Court rules and statutes associated with initiating miscellaneous family division actions are MCR 3.703, 3.613, 3.614, and 3.615 and MCL 333.5204(4), 333.5205, 600.2950, 600.2950a, 710.24, 711.1, 722.4, and 722.903.*

**Line 3:** Under the appropriate case type codes, provide the total number of reopened cases. Count cases reopened only if they have been previously counted as disposed.

- A miscellaneous family division case is counted as a reopened case when:
  - remanded from another court for a new hearing.
  - a petition is filed for treatment of infectious disease and was preceded by an ex parte order for transport and temporary detention for infectious disease.
  - a petition to rescind emancipation is filed.
  - a petition for custody of surrendered newborn child is filed after an order terminating parental rights has been entered.
- Count as a reopened case each petition scheduled for hearing under MCR 3.705(B) after an order is entered denying or dismissing a petition for **ex parte** personal protection order.

*Court rules and statutes associated with reopening a miscellaneous family division case are MCR 3.705(B), 7.215(D) and 7.317 and MCL 333.5207 and 722.4d.*

## Section I: Ancillary Proceedings - Guardianships, Conservatorships, Admissions, Mental Commitments - New Filings and Reopened Cases

This section applies to both adults and minors

**Line 1:** Provide the number of beginning pending **petitions** as of January 1 for each of the case type codes.

**Line 2:** Under the appropriate case type codes, provide the total number of filings. Count petitions opened on the filing date.

- A guardianship or conservatorship is counted as a new filing when a petition is received for filing on an individual that does not currently have a case in that case type, or when a case is received by your court after transfer from another court because of change of venue or jurisdiction. Do not count requests for notice (form PC 624).
  - Count as a new filing when all fiduciaries are released from acceptance of appointment and/or a bond is cancelled on a particular case type and a new petition is received for filing for a particular individual with the same case type, including petitions for partial guardian of individual with developmental disability (for which the order expires every 5 years).
  - Count a petition for a protective order under "PO" when not filed in conjunction with a petition for conservatorship.
  - Count a petition for appointment of conservator **and** protective order as a conservatorship case.
  - When more than one petition is received for filing on a particular individual for more than one case type (i.e., conservatorship and guardianship), count each case type as a separate case, **except** when a petition for conservatorship and protective order are filed in the same petition together.

*Forms which may be used to file a guardianship or conservatorship case include:*

*PC 625 (Petition for Appointment of Guardian of Incapacitated Individual)*

*PC 639 (Petition for Appointment of Conservator and/or Protective Order)*

*PC 650 (Petition for Appointment of Limited Guardian of Minor)*

*PC 651 (Petition for Appointment of Guardian of Minor)*

*PC 658 (Petition for Appointment of Guardian, Individual with Developmental Disability)*

*MC 316 or PC 608 (Order for Change of Venue)*

- A mental commitment is counted as a new filing when form PCM 201 (Petition for Hospitalization/Application), form PCM 202 (Objection to Hospitalization of Minor), or form PCM 237 (Petition for Continued Hospitalization of a Minor) is filed.
- A judicial admission is counted as a new filing when form PCM 224 (Petition for Judicial Admission) or PCM 203 (Objection to Administrative Admission of Developmentally Disabled Person) is filed.

*Court rules and statutes associated with opening a guardianship, conservatorship, judicial admission, or mental commitment case are MCR 5.101(B), 5.105, 5.127, 5.401, 5.402, and 5.745 and MCL 330.1434, 330.1498m, 330.1511, 330.1516, 330.1609, 330.1623, and 700.5204, 700.5205, 700.5401, and 700.5404*

## General Reporting Instructions:

- Assignments are not to be counted in these reports. Separate assignment reports are prepared and will be used to gather additional statistical information about judicial activity. **If courts enter assigned cases to their case management systems, the cases must not be reported.**
- When the family division of the circuit court is processing cases under the jurisdiction of the probate court, the statistics must be provided in the reporting format required for probate court. When the family division of the circuit court is processing cases under which it has ancillary jurisdiction, the statistics must be provided in Section I of this report.
- When a case type code is changed after a case has been reported, the case must be counted disposed as "Case Type Change" under the case type code under which the case was originally reported (as a new filing) and reported as a new filing under the new case type.

## Section A: Appeals, Administrative Review, Extraordinary Writs - Method of Disposition

**Report appeals, administrative review, and requests for extraordinary relief disposed when** all claims of all plaintiffs against all defendants or all counter or cross claims have been disposed. Do not count cases disposed when assigned by the State Court Administrative Office to a judge of another court. Enter in the appropriate lines the number of cases disposed for each of the case type codes. **The method of disposition** should be entered in the line representing the highest form of final disposition within the case using the following hierarchy:

**Line 1:** Order Entered [*MCR 3.300 et seq., 7.101(M), 7.105(M), 7.102(C), 7.104*]

Count when an order other than a dismissal/denial is entered.

**Line 2:** Dismissed [*MCR 7.101(G) and (J), 7.105(J)*]

Count when an order of dismissal/denial is entered.

**Line 3:** Transferred (*form MC 316*) [*MCR 2.226, 2.227, MCL 700.22*]

Count when removed, remanded, or transferred from one court to another before adjudication, including cases removed to federal court.

**Line 4:** Inactive Status (*form MC 300*)

Count when a case is stayed through an order issued by a higher court for interlocutory appeal or through an order issued by the trial court for bankruptcy or military stay.

**Line 5:** Case Type Change

Count when a case type code is changed after a case has already been reported as a new filing under another case type code.

## Section B: Criminal - Method of Disposition

**Report criminal cases in this section when** all counts against a criminal defendant have been adjudicated. Enter in the appropriate lines the number of cases disposed for each of the case type codes. Do not count cases disposed when they are assigned by the State Court Administrative Office to a judge of another court. **The method of disposition** should be entered in the line representing the highest form of final disposition within the case using the following hierarchy:

**Line 1:** Jury Verdict *[MCR 6.420]*

Count when verdict is returned by jury (guilty or not guilty) including verdict under MCL 750.350a (Parental Kidnapping Act) or MCL 333.7411 (Controlled Substance Abuse Act).

**Line 2:** Bench Verdict *[MCR 6.403]*

Count when verdict is returned by judge (guilty or not guilty) including verdict under MCL 750.350a (Parental Kidnapping Act) or MCL 333.7411 (Controlled Substance Abuse Act). Count entry of judgment by judge notwithstanding jury verdict. Count directed verdict in favor of defendant after conclusion of plaintiff's case even if during jury trial. Count extradition after hearing.

**Line 3:** Guilty Plea *[MCR 6.302, 6.303, 6.304]*

Count when a guilty plea is offered and accepted including guilty plea under MCL 750.350a (Parental Kidnapping Act), MCL 333.7411 (Controlled Substance Abuse Act), or MCL 762.14 (Youthful Trainee Status). Count as a plea if: 1) new trial is granted after verdict and defendant later pleads guilty; 2) defendant pleads guilty during or after proofs are heard.

**Line 4:** Nolle Prosequi *(form MC 263) [MCR 6.110(F) and (H), 6.427]*

Count when nolle prosequi is filed by the prosecutor and an order is entered.

**Line 5:** Dismissed by Court *(form MC 262) [MCR 6.110(F) and (H), 6.427]*

Count when dismissed by judge after preliminary examination, during trial, or after trial and an order of dismissal is entered.

**Line 6:** Remand/Transfer *(forms MC 200, MC 316) [MCR 6.110(G) and (H), MCL 712A.3, 762.7]*

Count remands or transfers to another court before adjudication. Do not count cases transferred for purposes of trial only. Count waivers of extradition.

**Line 7:** Inactive Status *(forms MC 200, MC 204, MC 206, MC 229) [MCR 6.125, MCL 330.2028]*

Count as inactive when a warrant is issued for nonappearance before adjudication, when a defendant is referred to the Department of Community Health for evaluation to determine whether competent to stand trial or when a defendant is found incompetent to stand trial, or when any order staying a case (interlocutory appeal) is filed by an appellate court.

**Line 8:** Case Type Change

Count when a case type code is changed after a case has already been reported as a new filing under another case type code.



## Section C: Civil - Method of Disposition

**Report civil cases as disposed when** all claims of all plaintiffs against all defendants or all counter or cross claims have been disposed. Court of Claims cases reported by the 30th Circuit Court must be reported disposed when they are assigned to another court; the court assigned the case must then report the method of disposition as any other case. Do not count cases disposed when assigned by the State Court Administrative Office to a judge of another court. Enter in the appropriate lines the number of cases disposed for each of the case type codes. **The method of disposition** should be entered in the line representing the highest form of final disposition within the case using the following hierarchy. For example: 1 claim not served, 2 claims settled, 1 claim went to jury trial and a verdict was entered; count disposed under jury verdict.

**Line 1:** Jury Verdict [MCR 2.504(B), 2.600 et seq.]

Count when decided by jury except when judge amends or overturns verdict.

**Line 2:** Bench Verdict [MCR 2.504(B), 2.600 et seq., 3.105(H), 3.300 et seq.]

Count when decided by judge. Count directed verdict after conclusion of plaintiff's case. Count entry of judgment by judge notwithstanding jury verdict.

**Line 3:** Uncontested/Default/Settled/Summary Disposition [MCR 2.403(M), 2.405, 2.410(D)(3), 2.411(C)(4), 2.600 et seq.]

Count when defaulted for no answer, when consent judgment is filed including those as a result of case evaluation, mediation or other ADR process; when default is entered after a party fails to attend a scheduled ADR proceeding; when default judgment is entered after plaintiff offers proofs and defendant has failed to appear; when trial is commenced but case is settled before return of verdict; when motion for summary disposition is granted; or when a settlement agreement is filed.

**Line 4:** Transferred (form MC 316) [MCR 2.226, 2.227, MCL 700.22]

Count when removed, remanded, or transferred from one court to another before adjudication, including cases removed to federal court.

**Line 5:** Dismissed by Party (form MC 09) [MCR 2.102(E), 2.502, 2.504(A)]

Count voluntary dismissals by plaintiff.

**Line 6:** Dismissed by Court (form MC 09a) [MCR 2.102(E), 2.401(G)(1), 2.410(D)(3), 2.502, 2.504(B), (E)]

Count when dismissed due to non-service and no progress. Count when dismissed for no cause of action after conclusion of plaintiff's case. Count when dismissed as a result of payment of an award made within 28 days of notification of acceptance of an evaluation under MCR 2.403(M). Count when dismissed after plaintiff fails to appear.

**Line 7:** Inactive Status (form MC 300)

Count when a case is stayed through an order issued by a higher court for interlocutory appeal or through an order issued by the trial court for bankruptcy or military stay.

**Line 8:** Other Disposition

Count all other dispositions not otherwise provided for in the above. The 30th Circuit Court is to count a Court of Claims case disposed on this line when the case is assigned to another court. Count foreign judgments disposed at time of filing.

**Line 9:** Case Type Change

Count when a case type code is changed after a case has already been reported as a new filing under another case type code.

## Section D: Domestic Relations - Method of Disposition

**Report domestic relations cases disposed as follows:** For DC, DM, DO, DP, DS, DZ, UD, UE - when all claims of the plaintiff against the defendant or all counter or cross claims have been disposed. Do not count cases disposed when assigned by the State Court Administrative Office to a judge of another court. For TC, TI, TM, TO, TP, TS, TU, TZ, UC, UF, UI, UM, UN, UO, UT, and UW, count case disposed under line 7 upon acceptance. Enter in the appropriate lines the number of cases disposed for each of the case type codes. **The method of disposition** should be entered in the line representing the highest form of final disposition within the case using the following hierarchy:

**Line 1:** Bench Verdict *[MCR 3.211]*

Count when decided by judge. Count directed verdict after conclusion of plaintiff's case.

**Line 2:** Uncontested/Default/Settled *[MCR 2.600 et seq., 3.210(B), 3.211, 3.216(H)(7), (I)(3)]*

Count when defaulted for no answer or when consent judgment is filed including those as a result of mediation, when default judgment is entered after plaintiff offers proofs and defendant has failed to appear, or when trial is commenced but case is settled before return of verdict.

**Line 3:** Transferred *(form MC 316) [MCR 2.227, 2.227]*

Count when transferred from one court to another before adjudication.

**Line 4:** Dismissed by Party *[MCR 2.102(E), 2.502, 2.504(A)]*

Count voluntary dismissals by plaintiff.

**Line 5:** Dismissed by Court *[MCR 2.102(E), 2.502, 2.504(B), (E)]*

Count when dismissed due to non-service and no progress. Count when dismissed for no cause of action.

**Line 6:** Inactive Status *(form MC 300)*

Count when a case is stayed through an order issued by a higher court for interlocutory appeal or through an order issued by the trial court for military stay.

**Line 7:** Post-Judgment Transfers Received and Accepted *[MCR 3.212, 3.214, 3.602, MCL 552.513]*

Count each post-judgment transfer case disposed upon acceptance of case (acceptance may include order confirming) from another court or tribunal.

**Line 8:** Case Type Change

Count when a case type code is changed after a case has already been reported as a new filing under another case type code.

## Section E: Juvenile - Method of Disposition (Adjudication)

**Report DL petitions and TL citations in this section when** all counts against the juvenile have been dismissed or adjudicated. Enter in the appropriate lines the number of petitions adjudicated for each of the case type codes. Do not count cases adjudicated when assigned by the State Court Administrative Office to a judge of another court. **The method of disposition** should be entered in the line representing the highest form of adjudication on the petition/citation using the following hierarchy. For example, petition has 3 counts, juvenile pleads guilty to 2 counts and a jury trial was held on 1 count; count the petition adjudicated by jury verdict.

**Line 1:** Jury Verdict [MCR 3.942, MCL 712A.18, 712A.18i]

Count when verdict is returned by jury except judgment notwithstanding the verdict. Count pleas accepted by court during course of trial under line 3.

**Line 2:** Bench Verdict [MCR 3.942, MCL 712A.18, 712A.18i]

Count when verdict is returned by judge. Count directed verdicts in favor of juvenile after conclusion of petitioner's case even if during jury trial. Count entry of adjudication by judge notwithstanding jury verdict. Count pleas accepted by court during course of trial under line 3.

**Line 3:** Admission/No Contest [MCR 3.941, MCL 712A.18, 712A.18i]

Count when a plea is offered and accepted. Count as plea if juvenile pleads during or after proofs are heard. A plea taken under advisement under MCR 3.941 is not an adjudication; do not count here.

**Line 4:** Prosecutor's Discretionary Waiver [MCR 3.935(A), MCL 712A.4]

Count when prosecutor exercises discretionary waiver to district court following 5 day adjournment period requested in petition.

**Line 5:** Traditional Waiver (form JC 29) [MCR 3.950(E), MCL 712A.4]

Count when judge grants motion to waive jurisdiction to criminal division.

**Line 6:** Nolle Prosequi (form MC 263) [MCR 3.935(B), MCL 712A.18]

Count when nolle prosequi is filed by the prosecutor or city attorney and an order is entered.

**Line 7:** Dismissed by Court (forms JC 14, JC 59, MC 262) [MCR 3.935(B), MCL 712A.18]

Count when dismissed by court.

**Line 8:** Consent Calendar [MCR 3.932(C), MCL 712A.18]

Count whether petition is authorized or not and juvenile consents to proceed on consent calendar. Count when citation is placed on consent calendar.

**Line 9:** Transferred (form MC 316) [MCR 3.926]

Count transfers to another court (including tribal court) before adjudication.

**Line 10:** Diversion/Not Authorized (forms JC 10) [MCR 3.932(A)]

Count when petition is not authorized and/or the matter is referred for alternative services.

**Line 11:** Designation Granted (form JC 68) [MCR 3.952(D), 3.953(F), MCL 712A.2d]

Count when request for designation is granted by judge.

**Line 12:** Inactive Status (form JC 05, MC 204, MC 229)

Count as inactive when a warrant is issued for nonappearance before adjudication.

**Line 13:** Not Charged

Count complaints received for which no petition is offered after review by prosecutor (for counties which open a case file and provide services before prosecutor review).

**Line 14:** Case Type Change

Count when a case type code is changed after a case has already been reported as a new filing under another case type code.

## CIRCUIT COURT CASELOAD - PART 4: CASE AGE AT DISPOSITION AND PENDING CASE AGE

### SECTION E: JUVENILE

Measurement in TL citations begins on the date of first appearance and is completed when disposition occurs as defined below. First appearance date means an appearance at a hearing, an appearance by way of motion (such as a motion of nolle prosequi) that is followed by an order (whether that order is the result of a hearing or not), or a payment date, whichever occurs first. If there is no first appearance date as defined above, then do not report in this section.

Adjudication and disposition of a citation are considered complete upon entry of an initial order of disposition, some other dispositive order, or payment. Note: If the first appearance is the same date as the adjudication and disposition, the age of the citation will be reported as zero days.

Line	CASE TYPE	TL
15	Disposed 0-63 Days	
16	Disposed 64-91 Days	
17	Disposed 92-126 Days	
18	Disposed +126 Days	
19	Pending 0-63 Days	
20	Pending 64-91 Days	
21	Pending 92-126 Days	
22	Pending+126 Days	

**Line 15:** Count the number of citations disposed within 63 days.

**Line 16:** Count the number of citations disposed from 64 to 91 days.

**Line 17:** Count the number of citations disposed from 92 to 126 days.

**Line 18:** Count the number of citations disposed after 126 days.

**Line 19:** Count the number of pending citations with an age through 63 days.

**Line 20:** Count the number of pending citations with an age from 64 to 91 days.

**Line 21:** Count the number of pending citations with an age from 92 to 126 days.

**Line 22:** Count the number of pending citations with an age over 126 days.

Measurement in DJ petitions begins on the date of designation and is completed when disposition occurs as defined in Part 2, Section E. For prosecutor designated cases, the date of designation is the date the petition was authorized for filing. For court designated cases, the date of designation is the date of the order designating the case. Petitions that are not authorized are not reported.

Line	CASE TYPE	DJ
23	Disposed 0-154 Days	
24	Disposed 155-301 Days	
25	Disposed +301 Days	
26	Pending 0-154 Days	
27	Pending 155-301 Days	
28	Pending+301 Days	

**Line 23:** Count the number of petitions disposed within 154 days.

**Line 24:** Count the number of petitions disposed from 155 to 301 days.

**Line 25:** Count the number of petitions disposed after 301 days.

**Line 26:** Count the number of pending petitions with an age through 154 days.

**Line 27:** Count the number of pending petitions with an age from 155 to 301 days.

**Line 28:** Count the number of pending petitions with an age over 301 days.

# File Formats for the Submission of Electronic Caseload Data Caseload Reporting System

## 1 Introduction

This document describes the record layout for submitting data electronically to the Caseload Reporting System (CRS). Data so submitted will be imported into an Oracle database, and that data will then be used for generating reports. Courts with a caseload management system may be able to create the data file with relative ease, but the data file must conform to the following record layout in order for the CRS to understand the data and store it properly.

### 1.1 Submission Mechanism

The CRS includes web-based functionality to submit the data file online, meaning a court must be connected to the public Internet or the Supreme Court intranet. The user attempting to submit the data file will sign on to the application using a web browser. The user will enter a drive, path, and filename to select the file to be submitted, and the application will transfer the file to a JIS-based server. The submission will be recorded in a database, and the file will be processed. The user will then be able to view the submitted data using web-based data entry screens.

## 2 Electronic Data File Format

### 2.1 General Format

All data submitted electronically shall be in ASCII format, enclosed in quotes, and comma delimited; i.e., "xxxxxx", "xxxxxx", and so on. An empty field ("" ) is considered null. Each record in the file will represent a single data value. A record is a series of ASCII characters terminated with a carriage return-linefeed character. The elements of each record will identify which data value it represents, so that the type of data (Circuit court) and the quarter, year, county, court code, as well as the part, section, bar number (Part 4 only), action, and case type combine to refer to a single field on a particular caseload report form. The bar number is required for Part 4; for Parts 1 and 2, the field of the bar number should appear as a value of 0. This record layout will require data to be written out redundantly, but allows each record to be dealt with independent of any other record in the file.

### 2.2 Record Format:

The format shall be as follows:

"TYPE","QTR","YEAR","COURT","COUNTY","PART","SECTION","BAR NUMBER","ACTION","CASETYPE","VALUE"

#### 2.2.1 Field Definitions

"TYPE"	= Data Type: "C" (circuit)
"QTR"	= Report Quarter "1", "2", "3", or "4" ("4" indicates full year data)
"YEAR"	= Report Year "2002", "2003", etc.
"COURT"	= Court Number as defined below
"COUNTY"	= County Name that, along with the court number, identifies a specific court jurisdiction

File Formats for the Submission of Electronic Caseload Data  
Caseload Reporting System

Last updated May 15, 2006; effective for reports submitted after January 1, 2007

"PART" = "1", "2", or "4"  
"SECTION" = "A", "B", "C", etc.  
"BAR NUMBER" = A 7 digit code as defined below  
"ACTION" = A 2 to 4 digit code as defined below  
"CASETYPE" = A 2 digit code as defined below  
"VALUE" = Null value ("") or whole number value of 0 or greater

Examples: "C","1","2003","C10","Saginaw","1","E","0","BP","DL","5"  
"C","1","2003","C10","Saginaw","2","E","0","BV","DL","12"  
"C","1","2003","C10","Saginaw","4","E","P000000","A1","DL","2"

The first example is for circuit data ("C"), first quarter ("1"), year 2003, 10<sup>th</sup> Circuit Court ("C10"), the county of Saginaw, Part 1, Section E, 0 (since there is no Bar Number for Part 1), action Beginning Pending ("BP"), case type DL, with a value of 5.

The second example is for circuit data ("C"), first quarter ("1"), year 2003, 10<sup>th</sup> Circuit Court ("C10"), the county of Saginaw, Part 2, Section E, 0 (since there is no Bar Number for Part 2), action Bench Verdict ("BV"), case type DL, with a value of 12.

The last example is for circuit data ("C"), first quarter ("1"), year 2003, 10<sup>th</sup> Circuit Court ("C10"), the county of Saginaw, Part 4, Section E, Bar Number (as required for Part 4), action dismissed within 84 days, juvenile detained ("DP1"), case type DL, with a value of 2.

This format provides flexibility when submitting the data so that there are no expectations about groups of records; each one is considered independently. It is possible, though improbable, that probate, circuit, and district data can be intermixed, record by record, and that the values can be listed in no particular order regarding their section, part, action, or case type. It is likely that the reports used to create a data file will create the records in sequence; for example all the part 1 data listed from section A through the last section, and all the actions and case types grouped together. This approach duplicates what might be considered header information on every detail line.

## 2.2.2 Field Names, Attributes, and Length:

<u>Field Name</u>	<u>Attributes</u>	<u>Max Length</u>
TYPE	Alphabetic	1
QTR	Numeric	1
YEAR	Numeric	4
COURT	Alphabetic, Numeric	5
COUNTY	Alphabetic	25
PART	Numeric	1
SECTION	Alphabetic	1
BAR NUMBER	Alphabetic, Numeric	7
ACTION	Alphabetic	4
CASETYPE	Alphabetic	2
VALUE	Numeric	6

### 2.2.3 Submission of Files

The electronic files may be submitted repeatedly in order to correct or complete the data. That is, if a particular field is missing, or has a null value (""), the submission will be accepted, and the data available will be processed.

Subsequent submissions will overwrite the existing values in the database unless the append feature is selected. However, if a field in the submitted file has a null value ("") it will be ignored, and the existing value in the database, if any, will remain. Similarly, missing values in subsequent submissions will not affect existing values in the database. Any non-null values (zero or greater) will be used to overwrite existing data for that court, in that year, and the particular quarter.

### 2.2.4 Court Codes and Counties

The following table lists the court codes and their corresponding counties; jurisdictions are included to further define each court. The court code and county together create a unique identifier for each jurisdiction. Data must be submitted as an aggregate for the jurisdiction, as listed below. Data will be reported for each of the jurisdictions; however, totals will not be combined for multi-county courts; i.e. "C19", which contains data submitted from two counties.

#### 2.2.4.1 List of Unique Court Code and Location Name Combinations

CIRCUIT			CIRCUIT			CIRCUIT		
Court Code	County	Jurisdiction	Court Code	County	Jurisdiction	Court Code	County	Jurisdiction
C01	Hillsdale	Hillsdale County	C13	Leelanau	Leelanau County	C27	Oceana	Oceana County
C02	Berrien	Berrien County	C14	Muskegon	Muskegon County	C28	Missaukee	Missaukee County
C03	Wayne	Wayne County	C15	Branch	Branch County	C28	Wexford	Wexford County
C04	Jackson	Jackson County	C16	Macomb	Macomb County	C29	Clinton	Clinton County
C05	Barry	Barry County	C17	Kent	Kent County	C29	Gratiot	Gratiot County
C06	Oakland	Oakland County	C18	Bay	Bay County	C30	Ingham	Ingham County
C07	Genesee	Genesee County	C19	Benzie	Benzie County	C31	St. Clair	St. Clair County
C08	Ionia	Ionia County	C19	Manistee	Manistee County	C32	Gogebic	Gogebic County
C08	Montcalm	Montcalm County	C20	Ottawa	Ottawa County	C32	Ontonagon	Ontonagon County
C09	Kalamazoo	Kalamazoo County	C21	Isabella	Isabella County	C33	Charlevoix	Charlevoix County
C10	Saginaw	Saginaw County	C22	Washtenaw	Washtenaw County	C34	Ogemaw	Ogemaw County
C11	Alger	Alger County	C23	Alcona	Alcona County	C34	Roscommon	Roscommon County
C11	Luce	Luce County	C23	Arenac	Arenac County	C35	Shiawassee	Shiawassee County
C11	Mackinac	Mackinac County	C23	Iosco	Iosco County	C36	Van Buren	Van Buren County
C11	Schoolcraft	Schoolcraft County	C23	Oscoda	Oscoda County	C37	Calhoun	Calhoun County
C12	Baraga	Baraga County	C24	Sanilac	Sanilac County	C38	Monroe	Monroe County
C12	Houghton	Houghton County	C25	Marquette	Marquette County	C39	Lenawee	Lenawee County
C12	Keweenaw	Keweenaw County	C26	Alpena	Alpena County	C40	Lapeer	Lapeer County
C13	Antrim	Antrim County	C26	Montmorency	Montmorency County	C41	Dickinson	Dickinson County
C13	Grand Traverse	Grand Traverse County	C27	Newaygo	Newaygo County	C41	Iron	Iron County

File Formats for the Submission of Electronic Caseload Data  
Caseload Reporting System

Last updated May 15, 2006; effective for reports submitted after January 1, 2007

CIRCUIT			CIRCUIT			CIRCUIT		
Court Code	County	Jurisdiction	Court Code	County	Jurisdiction	Court Code	County	Jurisdiction
C41	Menominee	Menominee County	C47	Delta	Delta County	C53	Cheboygan	Cheboygan County
C42	Midland	Midland County	C48	Allegan	Allegan County	C53	Presque Isle	Presque Isle County
C43	Cass	Cass County	C49	Mecosta	Mecosta County	C54	Tuscola	Tuscola County
C44	Livingston	Livingston County	C49	Osceola	Osceola County	C55	Clare	Clare County
C45	St. Joseph	St. Joseph County	C50	Chippewa	Chippewa County	C55	Gladwin	Gladwin County
C46	Crawford	Crawford County	C51	Lake	Lake County	C56	Eaton	Eaton County
C46	Kalkaska	Kalkaska County	C51	Mason	Mason County	C57	Emmet	Emmet County
C46	Otsego	Otsego County	C52	Huron	Huron County			

## 2.3 Circuit Court Specifications

### 2.3.1 Action Code Definitions

#### 2.3.1.1 Part 1: New Filings and Reopened Cases

BP = Beginning Pending

NF = New Filings

RE = Reopened

BPC = Number of Children associated with Beginning Pending

NFC = Number of Children associated with New Filings

REC = Number of Children associated with Reopened

TPO = Termination Petitions; Original or Amended

TPC = Number of Children in Termination Petitions; Original or Amended

TPS = Termination Petitions; Supplemental

TPSC = Number of Children in Termination Petitions; Supplemental

SP = Supplemental Petitions

SPC = Number of Children in Supplemental Petitions

PCJ = Number of Children in New Filings with Prior Court Jurisdiction as NA

RL = Releases Executed

PFCI = Petitions for Confidential Intermediary

RFRI = Requests for Release of Information

#### 2.3.1.2 Part 2: Methods of Disposition

OE = Order Entered

DS = Dismissed

TC = Case Type Change

JV = Jury Verdict

BV = Bench Verdict

GP = Guilty Plea

NP = Nolle Prosequi

DC = Dismissed by Court

TR = Transferred

IS = Inactive Status

UDS = Uncontested/Default/Settled

DP = Dismissed by Party or Petitioner



OD = Other Disposition  
PT = Post-Judgment Transfers  
ANC = Admission/No Contest  
PW = Prosecutor Waiver  
TW = Traditional Waiver  
CC = Consent Calendar  
DNA = Diversion/Not Authorized  
DG = Designation Granted  
NC = Not Charged  
OEP = Orders Issued Ex Parte  
OAH = Orders Issued After Hearing  
DSE = Dismissed/Denied Ex Parte  
DSH = Dismissed/Denied After Hearing  
OR = Orders Rescinded  
OI = Orders Issued After Denial  
NA = Not Authorized  
F = Finalized  
WP = Withdrawn by Petitioner  
CS = Juveniles Under Court Supervision associated with DL/TL/DJ  
FS = Juveniles Under FIA Supervision associated with DL/TL/DJ  
DCJ = Juveniles Under DCJ Supervision (in Wayne county only) associated with DL/TL/DJ  
PA = Juveniles Pending Adjudication associated with DL/TL/DJ  
TCW = Children who are Temporary Court Wards associated with NA  
TSW = Children who are Temporary State Wards associated with NA  
PW = Children who are Permanent Wards associated with NA  
PA = Children Pending Adjudication associated with NA

#### **2.3.1.4 Part 4: Case Age**

##### **Section A**

DP1 = Disposed within 182 days  
DP2 = Disposed after 182 days  
DP3 = Disposed within 35 days  
DP4 = Disposed from 36 to 91 days  
DP5 = Disposed after 91 days  
PE1 = Pending through 182 days  
PE2 = Pending over 182 days  
PE3 = Pending through 35 days  
PE4 = Pending from 36 to 91 days  
PE5 = Pending over 91 days

##### **Section B**

DP6 = Disposed within 91 days  
DP7 = Disposed from 92 to 154 days  
DP8 = Disposed from 155 to 301 days

DP9 = Disposed after 301 days  
PE6 = Pending through 91 days  
PE7 = Pending from 92 to 154 days  
PE8 = Pending from 155 to 301 days  
PE9 = Pending over 301 days

### **Section C**

DP10 = Disposed within 364 days  
DP11 = Disposed from 365 to 546 days  
DP12 = Disposed from 547 to 728 days  
DP13 = Disposed after 728 days  
PE10 = Pending through 364 days  
PE11 = Pending from 365 to 546 days  
PE12 = Pending from 547 to 728 days  
PE13 = Pending over 728 days

### **Section D**

DP14 = Disposed within 91 days  
DP15 = Disposed from 92 to 273 days  
DP16 = Disposed from 274 to 364 days  
DP17 = Disposed after 364 days  
DP18 = Disposed within 245 days  
DP19 = Disposed from 246 to 301 days  
DP20 = Disposed from 302 to 364 days  
DP21 = Disposed within 147 days  
DP22 = Disposed from 148 to 238 days  
DP23 = Disposed after 238 days  
PE14 = Pending through 91 days  
PE15 = Pending from 92 to 273 days  
PE16 = Pending from 274 to 364 days  
PE17 = Pending over 364 days  
PE18 = Pending through 245 days  
PE19 = Pending from 246 to 301 days  
PE20 = Pending from 302 to 364 days  
PE21 = Pending through 147 days  
PE22 = Pending from 148 to 238 days  
PE23 = Pending over 238 days

### **Section E**

DP24 = Disposed within 84 days, Juvenile Detained  
DP25 = Disposed from 85 to 98 days, Juvenile Detained  
DP26 = Disposed after 98 days, Juvenile Detained  
DP27 = Disposed within 119 days, Juvenile not Detained  
DP28 = Disposed from 120 to 182 days, Juvenile not Detained  
DP29 = Disposed from 183 to 210 days, Juvenile not Detained

File Formats for the Submission of Electronic Caseload Data  
Caseload Reporting System

Last updated May 15, 2006; effective for reports submitted after January 1, 2007

DP30 = Disposed after 210 days, Juvenile not Detained  
DP31 = Disposed within 63 days  
DP32 = Disposed from 64 to 91 days  
DP33 = Disposed from 92 to 126 days  
DP34 = Disposed after 126 days  
DP35 = Disposed within 154 days  
DP36 = Disposed from 155 to 301 days  
DP37 = Disposed after 301 days  
DP38 = Disposed within 1 day, ex parte  
DP39 = Disposed after 1 day, ex parte  
DP40 = Disposed within 14 days, not ex parte  
DP41 = Disposed from 15 to 21 days, not ex parte  
DP42 = Disposed after 21 days, not ex parte  
PE24 = Pending through 84 days, Juvenile Detained  
PE25 = Pending from 85 to 98 days, Juvenile Detained  
PE26 = Pending over 98 days, Juvenile Detained  
PE27 = Pending through 119 days, Juvenile not Detained  
PE28 = Pending from 120 to 182 days, Juvenile not Detained  
PE29 = Pending from 183 to 210 days, Juvenile not Detained  
PE30 = Pending over 210 days, Juvenile not Detained  
PE31 = Pending through 63 days  
PE32 = Pending from 64 to 91 days  
PE33 = Pending from 92 to 126 days  
PE34 = Pending over 126 days  
PE35 = Pending through 154 days  
PE36 = Pending from 155 to 301 days  
PE37 = Pending over 301 days  
PE38 = Pending through 1 day, ex parte  
PE39 = Pending over 1 day, ex parte  
PE40 = Pending through 14 days, not ex parte  
PE41 = Pending from 15 to 21 days, not ex parte  
PE42 = Pending over 21 days, not ex parte

**Section F**

A1 = Expedited Permanency Planning Hearing Held Within 28 Days of  
Adjudication, Child in Placement  
A2 = Expedited Permanency Planning Hearing Held +28 Days from Adjudication,  
Child in Placement  
A2RX = Reason for Delay in Expedited Permanency Planning Hearing, Child in  
Placement  
A2RY = Reason for Delay in Expedited Permanency Planning Hearing, Child in  
Placement  
A2RZ = Reason for Delay in Expedited Permanency Planning Hearing, Child in  
Placement  
A2CX = Reason for Delay in Expedited Permanency Planning Hearing, Child in  
Placement  
A2OX = Reason for Delay in Expedited Permanency Planning Hearing, Child in

File Formats for the Submission of Electronic Caseload Data  
Caseload Reporting System

Last updated May 15, 2006; effective for reports submitted after January 1, 2007

Placement

A3 = No Expedited Permanency Planning Hearing Held when Due, Child in Placement

A3RX = Reason for No Expedited Permanency Planning Hearing when Due, Child in Placement

A3RY = Reason for No Expedited Permanency Planning Hearing when Due, Child in Placement

A3RZ = Reason for No Expedited Permanency Planning Hearing when Due, Child in Placement

A3CX = Reason for No Expedited Permanency Planning Hearing when Due, Child in Placement

A3OX = Reason for No Expedited Permanency Planning Hearing when Due, Child in Placement

A4 = Initial Dispositional Hearing Held Within 35 Days of Adjudication, Child in Placement

A5 = Initial Dispositional Hearing Held +35 Days from Adjudication, Child in Placement

A5RX = Reason for Delay in Initial Dispositional Hearing, Child in Placement

A5RY = Reason for Delay in Initial Dispositional Hearing, Child in Placement

A5RZ = Reason for Delay in Initial Dispositional Hearing, Child in Placement

A5CX = Reason for Delay in Initial Dispositional Hearing, Child in Placement

A5OX = Reason for Delay in Initial Dispositional Hearing, Child in Placement

A6 = No Initial Dispositional Hearing Held when Due, Child in Placement

A6RX = Reason for No Initial Dispositional Hearing when Due, Child in Placement

A6RY = Reason for No Initial Dispositional Hearing when Due, Child in Placement

A6RZ = Reason for No Initial Dispositional Hearing when Due, Child in Placement

A6CX = Reason for No Initial Dispositional Hearing when Due, Child in Placement

A6OX = Reason for No Initial Dispositional Hearing when Due, Child in Placement

N1 = Disposed 0-119 Days, Child not in Placement

N2 = Disposed 120-182 Days, Child not in Placement

N3 = Disposed 183-210 Days, Child not in Placement

N4 = Disposed +210 Days, Child not in Placement

N5 = Pending 0-119 Days, Child not in Placement

N6 = Pending 120-182 Days, Child not in Placement

N7 = Pending 183-210 Days, Child not in Placement

N8 = Pending +210 Days, Child not in Placement

P1 = Disposed 0-84 Days, Child in Placement

P2 = Disposed 85-98 Days, Child in Placement

P3 = Disposed +98 Days, Child in Placement

P4 = Pending 0-84 Days, Child in Placement

P5 = Pending 85-98 Days, Child in Placement

P6 = Pending +98 Days, Child in Placement

R1 = 91 Day Review Hearing Held When Due, Child in Placement

R2 = 91 Day Review Hearing Held After Due, Child in Placement

R2RX = Reason for Delay in 91 Day Review Hearing, Child in Placement

R2RY = Reason for Delay in 91 Day Review Hearing, Child in Placement

R2RZ = Reason for Delay in 91 Day Review Hearing, Child in Placement

R2CX = Reason for Delay in 91 Day Review Hearing, Child in Placement  
R2OX = Reason for Delay in 91 Day Review Hearing, Child in Placement  
R3 = No 91 Day Review Hearing Held when Due, Child in Placement  
R3RX = Reason for No 91 Day Review Hearing when Due, Child in Placement  
R3RY = Reason for No 91 Day Review Hearing when Due, Child in Placement  
R3RZ = Reason for No 91 Day Review Hearing when Due, Child in Placement  
R3CX = Reason for No 91 Day Review Hearing when Due, Child in Placement  
R3OX = Reason for No 91 Day Review Hearing when Due, Child in Placement  
R4 = Permanency Planning Hearing Held Within 364 Days of Authorization/Last  
    Permanency Planning Hearing, Child in Placement  
R5 = Permanency Planning Hearing Held +364 Days from Authorization/Last  
    Permanency Planning Hearing, Child in Placement  
R5RX = Reason for Delay in Permanency Planning Hearing, Child in Placement  
R5RY = Reason for Delay in Permanency Planning Hearing, Child in Placement  
R5RZ = Reason for Delay in Permanency Planning Hearing, Child in Placement  
R5CX = Reason for Delay in Permanency Planning Hearing, Child in Placement  
R5OX = Reason for Delay in Permanency Planning Hearing, Child in Placement  
R6 = No Permanency Planning Hearing Held when Due, Child in Placement  
R6RX = Reason for No Permanency Planning Hearing when Due, Child in  
    Placement  
R6RY = Reason for No Permanency Planning Hearing when Due, Child in  
    Placement  
R6RZ = Reason for No Permanency Planning Hearing when Due, Child in  
    Placement  
R6CX = Reason for No Permanency Planning Hearing when Due, Child in  
    Placement  
R6OX = Reason for No Permanency Planning Hearing when Due, Child in  
    Placement

## **Section G**

DP43 = Disposed within 287 days  
DP44 = Disposed from 288 to 364 days  
DP45 = Disposed after 364 days  
DP46 = Disposed within 91 days  
DP47 = Disposed after 91 days  
PE43 = Pending through 287 days  
PE44 = Pending from 288 to 364 days  
PE45 = Pending over 364 days  
PE46 = Pending within 91 days  
PE47 = Pending over 91 days

## **Section H**

DP48 = Disposed within 91 days  
DP49 = Disposed after 91 days  
DP50 = Disposed within 5 days  
DP51 = Disposed after 5 days

DP52 = Disposed within 273 days  
DP53 = Disposed after 273 days  
DP54 = Disposed within 1 day, ex parte  
DP55 = Disposed after 1 day, ex parte  
DP56 = Disposed within 14 days, not ex parte  
DP57 = Disposed from 15 to 21 days, not ex parte  
DP58 = Disposed after 21 days, not ex parte  
PE48 = Pending through 91 days  
PE49 = Pending over 91 days  
PE50 = Pending through 5 days  
PE51 = Pending over 5 days  
PE52 = Pending through 273 days  
PE53 = Pending over 273 days  
PE54 = Pending through 1 day, ex parte  
PE55 = Pending over 1 day, ex parte  
PE56 = Pending through 14 days, not ex parte  
PE57 = Pending from 15 to 21 days, not ex parte  
PE58 = Pending over 21 days, not ex parte

## **Section I**

DP59 = Disposed within 182 days  
DP60 = Disposed from 183 to 273 days  
DP61 = Disposed from 274 to 364 days  
DP62 = Disposed after 364 days  
DP63 = Disposed within 14 days  
DP64 = Disposed from 15 to 28 days  
DP65 = Disposed after 28 days  
PE59 = Pending through 182 days  
PE60 = Pending from 183 to 273 days  
PE61 = Pending from 274 to 364 days  
PE62 = Pending over 264 days  
PE63 = Pending through 14 days  
PE64 = Pending from 15 to 28 days  
PE65 = Pending after 28 days

### **2.3.2 Case Type Code Definitions**

All authorized case type codes are defined in the Caseload of Michigan Trial Courts: Reporting Forms and Instructions manual.

### **2.3.3 Possible Combinations of Action Codes and Case Type Codes**

The following are the possible combinations of action codes and case type codes by Part and Section.

#### **2.3.3.1 Part 1: New Filings And Reopened Cases**

**Section A:** Appeals, Administrative Review, Extraordinary Writs - New Filings and Reopened Cases

File Formats for the Submission of Electronic Caseload Data  
Caseload Reporting System

Last updated May 15, 2006; effective for reports submitted after January 1, 2007

BPAA	BPAV	BPAW	NFAR	NFAS	REAP	REAL
BPAE	BPAH	NFAA	NFAV	NFAW	REAR	REAS
BPAP	BPAL	NFAE	NFAH	REAA	REAV	REAW
BPAP	BPAS	NFAP	NFAL	REAE	REAH	

**Section B: Criminal - New Filings and Reopened Cases**

BPAX	BPFH	NFAX	NFFH	REAX	REFH
BPFC	BPFJ	NFFC	NFFJ	REFC	REFJ

**Section C: Civil - New Filings and Reopened Cases**

BPCB	BPNF	BPPZ	NFCF	NFNO	NFMM	RECP	REPC
BPCC	BPNH	BPMD	NFCH	NFNP	NFMP	RECR	REPD
BPCD	BPNI	BPMH	NFCK	NFNS	NFMT	RE CZ	REPR
BPCE	BPNM	BPMK	NFCL	NFNZ	NFMZ	REND	REPS
BPCF	BPNO	BPMM	NFCP	NFPC	RECB	RENF	REPZ
BPCH	BPNP	BPMP	NFCR	NFPD	RECC	RENH	REMD
BPCK	BPNS	BPMT	NFCZ	NFPR	RECD	RENI	REMH
BPCL	BPNZ	BPMZ	NFND	NFPS	RECE	RENM	REMK
BPCP	BPPC	NFCB	NFNF	NFPZ	RECF	RENO	REMM
BPCR	BPPD	NFCC	NFNH	NFMD	RECH	RENP	REMP
BPCZ	BPPR	NFCD	NFNI	NFMH	RECK	RENS	REMT
BPND	BPPS	NFCE	NFNM	NFMK	RECL	RENZ	REMZ

**Section D: Domestic Relations - New Filings and Reopened Cases**

BPDC	BPTP	BPUN	NFDR	NFTS	NFUO	RETI	REUF
BPDM	BPTS	BPUO	NFDS	NFTU	NFUT	RETM	REUI
BPDO	BPTU	BPUT	NFDU	NFTZ	NFUW	RETO	REUM
BPDP	BPTZ	BPUW	NFDW	NFUC	REDC	RETP	REUN
BPDS	BPUC	NFDC	NFDZ	NFUD	REDM	RETS	REUO
BPDZ	BPUD	NFDF	NFTC	NFUE	REDO	RE TU	REUT
BPTC	BPUE	NFDI	NFTI	NFUF	REDP	RE TZ	REUW
BPTI	BPUI	NFDM	NFTM	NFUI	REDS	REUC	
BPTM	BPUI	NFDO	NFTO	NFUM	REDZ	REUD	
BPTO	BPUM	NFDP	NFTP	NFUN	RETC	REUE	

**Section E: Juvenile - New Filings and Reopened Cases**

BPDJ	BPPJ	NFDJ	NFPJ	REDJ	REPJ
BPDL	BPTL	NFDL	NFTL	REDL	RETL

**Section F: Child Protective - New Filings and Reopened Cases**

BPNA	NFNA	RENA	TPONA	TPSNA	SPNA	PCJNA
BPCNA	NFCNA	RECNA	TPCNA	TPSCNA	SPCNA	

**Section G: Adoption - New Filings and Reopened Cases**

BPAB	BPAG	BPAY	NFAF	NFAO	READ	REAN	RLRL
BPAC	BPAM	NFAB	NFAG	NFAY	REAF	REAO	PFCI
BPAD	BPAN	NFAC	NFAM	REAB	REAG	REAY	RFRI
BPAF	BPAO	NFAD	NFAN	REAC	REAM	RLRB	

**Section H: Miscellaneous - New Filings and Reopened Cases**

BPEM	BPNC	BPPW	NFID	NFPH	NFVP	RENB	REPW
BPID	BPPH	BPVP	NFNB	NFPP	REEM	REPH	
BPNB	BPPP	NFEM	NFNC	NFPW	REID	REPP	

File Formats for the Submission of Electronic Caseload Data  
Caseload Reporting System

Last updated May 15, 2006; effective for reports submitted after January 1, 2007

**Section I: Ancillary Proceedings - New Filings and Reopened Case**

BPCA	BPGA	BPJA	BPPO	NFDD	NFGM	NFMI
BPCY	BPGL	BPLG	NFCA	NFGA	NFJA	NFPO
BPDD	BPGM	BPMI	NFCY	NFGL	NFLG	

**2.3.3.2 Part 2: Method Of Disposition**

**Section A: Appeals, Administrative Review, Extraordinary Writs - Method of Disposition**

OEAA	OEAL	DSAR	TRAA	TRAL	ISAR	TCAR
OEAE	OEAS	DSAV	TRAE	TRAS	ISAV	TCAV
OEAP	OEAW	DSAH	TRAP	TRAW	ISAL	TCAH
OEAR	DSAA	DSAL	TRAR	ISAA	TCAA	TCAL
OEAV	DSAE	DSAS	TRAV	ISAE	TCAE	TCAS
OEAH	DSAP	DSAW	TRAH	ISAP	TCAP	TCAW

**Section B: Criminal - Method of Disposition**

JVAX	BVAX	GPAX	NPAX	DCAX	TRAX	ISAX	TCAX
JVFC	BVFC	GPFC	NPFC	DCFC	TRFC	ISFC	TCFC
JVFH	BVFH	GPFH	NPFH	DCFH	TRFH	ISFH	TCFH
JVFJ	BVFJ	GPFJ	NPFJ	DCFJ	TRFJ	ISFJ	TCFJ

**Section C: Civil - Method of Disposition**

JVCB	BVCH	UDSCE	TRCC	TRMZ	DPMP	DCMK	ISMD
JVCC	BVCK	UDSCF	TRCD	DPCB	DPMT	DCMM	ISMH
JVCD	BVCL	UDSCH	TRCE	DPCC	DPMZ	DCMP	ISMK
JVCE	BVCP	UDSCK	TRCF	DPCD	DCCB	DCMT	ISMM
JVCF	BVCR	UDSCL	TRCH	DPCE	DCCC	DCMZ	ISMP
JVCH	BVCZ	UDSCP	TRCK	DPCF	DCCD	ISCB	ISMT
JVCK	BVND	UDSCR	TRCL	DPCH	DCCE	ISCC	ISMZ
JVCL	BVNF	UDSCZ	TRCP	DPCK	DCCF	ISCD	ODCB
JVCP	BVNH	UDSND	TRCR	DPCL	DCCH	ISCE	ODCC
JVCR	BVNI	UDSNF	TRCZ	DPCP	DCCK	ISCF	ODCD
JVCZ	BVNM	UDSNH	TRND	DPCR	DCCL	ISCH	ODCE
JVND	BVNO	UDSNI	TRNF	DPCZ	DCCP	ISCK	ODCF
JVNF	BVNP	UDSNM	TRNH	DPND	DCCR	ISCL	ODCH
JVNH	BVNS	UDSNO	TRNI	DPNF	DCCZ	ISCP	ODCK
JVNI	BVNZ	UDSNP	TRNM	DPNH	DCND	ISCR	ODCL
JVNM	BVPC	UDSNS	TRNO	DPNI	DCNF	ISCH	ODCP
JVNO	BVPD	UDSNZ	TRNP	DPNM	DCNH	ISND	ODCR
JVNP	BVPR	UDSPC	TRNS	DPNO	DCNI	ISNF	ODCZ
JVNS	BVPS	UDSPD	TRNZ	DPNP	DCNM	ISNH	ODND
JVNZ	BVPZ	UDSPR	TRPC	DPNS	DCNO	ISNI	ODNF
JVPC	BVMD	UDSPS	TRPD	DPNZ	DCNP	ISNM	ODNH
JVPD	BVMH	UDSPZ	TRPR	DPPC	DCNS	ISNO	ODNI
JVPR	BVMK	UDSMD	TRPS	DPPD	DCNZ	ISNP	ODNM
JVPS	BVMM	UDSMH	TRPZ	DPPR	DCPC	ISNS	ODNO
JVPZ	BVMP	UDSMK	TRMD	DPPS	DCPD	ISNZ	ODNP
BVCB	BVMT	UDSMM	TRMH	DPPZ	DCPR	ISPC	ODNS
BVCC	BVMZ	UDSMP	TRMK	DPMD	DCPS	ISPD	ODNZ
BVCD	UDSCB	UDSMT	TRMM	DPMH	DCPZ	ISPR	ODPC
BVCE	UDSCC	UDSMZ	TRMP	DPMK	DCMD	ISPS	ODPD
BVCF	UDSCD	TRCB	TRMT	DPMH	DCMH	ISPZ	ODPR



File Formats for the Submission of Electronic Caseload Data  
Caseload Reporting System

Last updated May 15, 2006; effective for reports submitted after January 1, 2007

ODPS	ODMP	TCCE	TCCR	TCNM	TCPD	TCMK
ODPZ	ODMT	TCCF	TCCZ	TCNO	TCPR	TCMM
ODMD	ODMZ	TCCH	TCND	TCNP	TCPS	TCMP
ODMH	TCCB	TCCK	TCNF	TCNS	TCPZ	TCMT
ODMK	TCCC	TCCL	TCNH	TCNZ	TCMD	TCMZ
ODMM	TCCD	TCCP	TCNI	TCPC	TCMH	

**Section D: Domestic Relations - Method of Disposition**

BVDC	UDSDM	TRDO	DPDP	DCDS	ISDZ	PTTU	PTUW
BVDM	UDSDO	TRDP	DPDS	DCDZ	ISUD	PTTZ	TCDC
BVDO	UDSDP	TRDS	DPDZ	DCUD	ISUE	PTUC	TCDM
BVDP	UDSDS	TRDZ	DPUD	DCUE	PTTC	PTUF	TCDO
BVDS	UDSDZ	TRUD	DPUE	ISDC	PTTI	PTUI	TCDP
BVDZ	UDSUD	TRUE	DCDC	ISDM	PTTM	PTUM	TCDS
BVUD	UDSUE	DPDC	DCDM	ISDO	PTTO	PTUN	TCDZ
BVUE	TRDC	DPDM	DCDO	ISDP	PTTP	PTUO	TCUD
UDSDC	TRDM	DPDO	DCDP	ISDS	PTTS	PTUT	TCUE

**Section E: Juvenile - Method of Disposition**

JVDL	PWDL	CCDL	DGDL	TCTL	ISDJ	DSEPJ	FSJV
JVTL	TWDL	CCTL	ISDL	JVDJ	NADJ	DSHPJ	PAJV
BVDL	NPDL	TRDL	ISTL	BVDJ	OEPPJ	DPPJ	DCJJV
BVTL	NPTL	TRTL	NCDL	GPDJ	OAHPJ	ORPJ	
ANCDL	DCDL	DNADL	NCTL	NPDJ	TRPJ	OIPJ	
ANCTL	DCTL	DNATL	TCDL	DCDJ		CSJV	

**Section F: Child Protective - Method of Disposition**

JVNA	ANCNA	TRNA	TCWNA	PWNA
BVNA	DWNA	NANA	TSWNA	PANA

**Section G: Adoption - Method of Disposition**

FAB	FAN	WPAF	DCAB	DCAN	TRAF	RGAY	TCAG
FAC	FAO	WPAG	DCAC	DCAO	TRAG	RDWAY	TCAM
FAD	FAY	WPAM	DCAD	DCAY	TRAM	TCAB	TCAN
FAF	WPAB	WPAN	DCAF	TRAB	TRAN	TCAC	TCAO
FAG	WPAC	WPAO	DCAG	TRAC	TRAO	TCAD	TCAY
FAM	WPAD	WPAY	DCAM	TRAD	TRAY	TCAF	

**Section H: Miscellaneous Family - Method of Disposition**

OEPIID	OAHCN	TRNB	DSENB	DSHPH	DPNC	OIPH	TCPP
OEPNB	OAHPH	TRNC	DSEPH	DSHPH	DPPH	OIPP	TCPW
OEPPH	OAHPH	TRPH	DSEPP	DSHPW	DPPP	TCEM	TCVP
OEPPP	OAHPW	TRPP	DSHEM	DSHPV	DPPW	TCID	
OAHEM	OAHPV	TRPW	DSHID	DPEM	DPVP	TCNB	
OAHIID	TREM	TRVP	DSHNB	DPID	ORPH	TCNC	
OAHNB	TRID	DSEID	DSHNC	DPNB	ORPP	TCPH	

**Section I: Ancillary Proceedings - Method of Disposition**

GRCA	GRGM	DECA	DEGM	TRCA	TRGM	WDCA	WDGM
GRCY	GRJA	DECY	DEJA	TRCY	TRJA	WDCY	WDJA
GRDD	GRLG	DEDD	DELG	TRDD	TRLG	WDDD	WDLG
GRGA	GRMI	DEGA	DEMI	TRGA	TRMI	WDGA	WDMI
GRGL	GRPO	DEGL	DEPO	TRGL	TRPO	WDGL	WDPO

File Formats for the Submission of Electronic Caseload Data  
Caseload Reporting System

Last updated May 15, 2006; effective for reports submitted after January 1, 2007

DFMI	TCCY	TCGA	TCGM	TCLG	TCPO
TCCA	TCDD	TCGL	TCJA	TCMI	

### 2.3.3.4 Part 4: Case Age

#### Section A: Appeals, Administrative Review, Extraordinary Writs – Case Age at Disposition and Pending Case Age

DP1AA	DP2AA	DP3AH	DP4AH	DP5AH	PE1AA	PE2AA	PE3AH	PE4AH	PE5AH
DP1AE	DP2AE	DP3AS	DP4AS	DP5AS	PE1AE	PE2AE	PE3AS	PE4AS	PE5AS
DP1AL	DP2AL	DP3AW	DP4AW	DP5AW	PE1AL	PE2AL	PE3AW	PE4AW	PE5AW
DP1AP	DP2AP				PE1AP	PE2AP			
DP1AR	DP2AR				PE1AR	PE2AR			
DP1AV	DP2AV				PE1AV	PE2AV			

#### Section B: Criminal – Case Age at Disposition and Pending Case Age

DP6AX	DP7AX	DP8AX	DP9AX	PE6AX	PE7AX	PE8AX	PE9AX
DP6FC	DP7FC	DP8FC	DP9FC	PE6FC	PE7FC	PE8FC	PE9FC
DP6FH	DP7FH	DP8FH	DP9FH	PE6FH	PE7FH	PE8FH	PE9FH
DP6FJ	DP7FJ	DP8FJ	DP9FJ	PE6FJ	PE7FJ	PE8FJ	PE9FJ

#### Section C: Civil – Case Age at Disposition and Pending Case Age

DP10CB	DP11CC	DP12CD	DP13CE	PE10CF	PE11CH	PE12CK
DP10CC	DP11CD	DP12CE	DP13CF	PE10CH	PE11CK	PE12CL
DP10CD	DP11CE	DP12CF	DP13CH	PE10CK	PE11CL	PE12CP
DP10CE	DP11CF	DP12CH	DP13CK	PE10CL	PE11CP	PE12CR
DP10CF	DP11CH	DP12CK	DP13CL	PE10CP	PE11CR	PE12CZ
DP10CH	DP11CK	DP12CL	DP13CP	PE10CR	PE11CZ	PE12ND
DP10CK	DP11CL	DP12CP	DP13CR	PE10CZ	PE11ND	PE12NF
DP10CL	DP11CP	DP12CR	DP13CZ	PE10ND	PE11NF	PE12NH
DP10CP	DP11CR	DP12CZ	DP13ND	PE10NF	PE11NH	PE12NI
DP10CR	DP11CZ	DP12ND	DP13NF	PE10NH	PE11NI	PE12NM
DP10CZ	DP11ND	DP12NF	DP13NH	PE10NI	PE11NM	PE12NO
DP10ND	DP11NF	DP12NH	DP13NI	PE10NM	PE11NO	PE12NP
DP10NF	DP11NH	DP12NI	DP13NM	PE10NO	PE11NP	PE12NS
DP10NH	DP11NI	DP12NM	DP13NO	PE10NP	PE11NS	PE12NZ
DP10NI	DP11NM	DP12NO	DP13NP	PE10NS	PE11NZ	PE12PC
DP10NM	DP11NO	DP12NP	DP13NS	PE10NZ	PE11PC	PE12PD
DP10NO	DP11NP	DP12NS	DP13NZ	PE10PC	PE11PD	PE12PR
DP10NP	DP11NS	DP12NZ	DP13PC	PE10PD	PE11PR	PE12PS
DP10NS	DP11NZ	DP12PC	DP13PD	PE10PR	PE11PS	PE12PZ
DP10NZ	DP11PC	DP12PD	DP13PR	PE10PS	PE11PZ	PE12MD
DP10PC	DP11PD	DP12PR	DP13PS	PE10PZ	PE11MD	PE12MH
DP10PD	DP11PR	DP12PS	DP13PZ	PE10MD	PE11MH	PE12MK
DP10PR	DP11PS	DP12PZ	DP13MD	PE10MH	PE11MK	PE12MM
DP10PS	DP11PZ	DP12MD	DP13MH	PE10MK	PE11MM	PE12MP
DP10PZ	DP11MD	DP12MH	DP13MK	PE10MM	PE11MP	PE12MT
DP10MD	DP11MH	DP12MK	DP13MM	PE10MP	PE11MT	PE12MZ
DP10MH	DP11MK	DP12MM	DP13MP	PE10MT	PE11MZ	PE13CB
DP10MK	DP11MM	DP12MP	DP13MT	PE10MZ	PE12CB	PE13CC
DP10MM	DP11MP	DP12MT	DP13MZ	PE11CB	PE12CC	PE13CD
DP10MP	DP11MT	DP12MZ	PE10CB	PE11CC	PE12CD	PE13CE
DP10MT	DP11MZ	DP13CB	PE10CC	PE11CD	PE12CE	PE13CF
DP10MZ	DP12CB	DP13CC	PE10CD	PE11CE	PE12CF	PE13CH
DP11CB	DP12CC	DP13CD	PE10CE	PE11CF	PE12CH	PE13CK

File Formats for the Submission of Electronic Caseload Data  
Caseload Reporting System

Last updated May 15, 2006; effective for reports submitted after January 1, 2007

PE13CL	PE13ND	PE13NM	PE13NZ	PE13PS	PE13MK	PE13MZ
PE13CP	PE13NF	PE13NO	PE13PC	PE13PZ	PE13MM	
PE13CR	PE13NH	PE13NP	PE13PD	PE13MD	PE13MP	
PE13CZ	PE13NI	PE13NS	PE13PR	PE13MH	PE13MT	

**Section D: Domestic Relations – Case Age at Disposition and Pending Case Age**

DP14DO	DP21DP	DP22UD	PE15DO	PE21DS	PE22UE
DP15DO	DP21DS	DP22UE	PE16DO	PE21DZ	PE23DC
DP16DO	DP21DZ	DP23DC	PE17DO	PE21UD	PE23DP
DP17DO	DP21UD	DP23DP	PE17DM	PE21UE	PE23DS
DP17DM	DP21UE	DP23DS	PE18DM	PE22DC	PE23DZ
DP18DM	DP22DC	DP23DZ	PE19DM	PE22DP	PE23UD
DP19DM	DP22DP	DP23UD	PE20DM	PE22DS	PE23UE
DP20DM	DP22DS	DP23UE	PE21DC	PE22DZ	
DP21DC	DP22DZ	PE14DO	PE21DP	PE22UD	

**Section E: Juvenile Delinquency – Case Age at Disposition and Pending Case Age**

DP24DL	DP30DL	DP36DJ	DP42PJ	PE29DL	PE35DJ	PE41PJ
DP25DL	DP31TL	DP37DJ	PE24DL	PE30DL	PE36DJ	PE42PJ
DP26DL	DP32TL	DP38PJ	PE25DL	PE31TL	PE37DJ	
DP27DL	DP33TL	DP39PJ	PE26DL	PE32TL	PE38PJ	
DP28DL	DP34TL	DP40PJ	PE27DL	PE33TL	PE39PJ	
DP29DL	DP35DJ	DP41PJ	PE28DL	PE34TL	PE40PJ	

**Section F: Child Protective – Case Age at Disposition and Pending Case Age**

A1NA	A3RYNA	A5CXNA	N2NA	P3NA	R2CXNA	R5NA	R6RZNA
A2NA	A3RZNA	A5OXNA	N3NA	P4NA	R2OXNA	R5RXNA	R6CXNA
A2RXNA	A3CXNA	A6NA	N4NA	P5NA	R3NA	R5RYNA	R6OXNA
A2RYNA	A3OXNA	A6RXNA	N5NA	P6NA	R3RXNA	R5RZNA	
A2RZNA	A4NA	A6RYNA	N6NA	R1NA	R3RYNA	R5CXNA	
A2CXNA	A5NA	A6RZNA	N7NA	R2NA	R3RZNA	R5OXNA	
A2OXNA	A5RXNA	A6CXNA	N8NA	R2RXNA	R3CXNA	R6NA	
A3NA	A5RYNA	A6OXNA	P1NA	R2RYNA	R3OXNA	R6RXNA	
A3RXNA	A5RZNA	N1NA	P2NA	R2RZNA	R4NA	R6RYNA	

**Section G: Adoption – Case Age at Disposition and Pending Case Age**

DP43AB	DP44AC	DP45AD	PE43AC	PE44AD	PE45AF
DP43AC	DP44AD	DP45AF	PE43AD	PE44AF	PE45AG
DP43AD	DP44AF	DP45AG	PE43AF	PE44AG	PE45AM
DP43AF	DP44AG	DP45AM	PE43AG	PE44AM	PE45AN
DP43AG	DP44AM	DP45AN	PE43AM	PE44AN	PE45AO
DP43AM	DP44AN	DP45AO	PE43AN	PE44AO	PE45AY
DP43AN	DP44AO	DP45AY	PE43AO	PE44AY	PE46AY
DP43AO	DP44AY	DP46AY	PE43AY	PE45AB	PE47AY
DP43AY	DP45AB	DP47AY	PE44AB	PE45AC	
DP44AB	DP45AC	PE43AB	PE44AC	PE45AD	

**Section H: Miscellaneous Family – Case Age at Disposition and Pending Case Age**

DP48EM	DP49NC	DP54PP	DP56PH	PE48EM	PE49NC
DP48ID	DP50PW	DP54PH	DP57PP	PE48ID	PE50PW
DP48NC	DP51PW	DP55PP	DP57PH	PE48NC	PE51PW
DP49EM	DP52NB	DP55PH	DP58PP	PE49EM	PE52NB
DP49ID	DP53NB	DP56PP	DP58PH	PE49ID	PE53NB

File Formats for the Submission of Electronic Caseload Data  
Caseload Reporting System

Last updated May 15, 2006; effective for reports submitted after January 1, 2007

PE54PP	PE55PP	PE56PP	PE57PP	PE58PP
PE54PH	PE55PH	PE56PH	PE57PH	PE58PH

**Section I:** Ancillary – Case Age at Disposition and Pending Case Age

DP59CA	DP60GM	DP62DD	PE59CY	PE60LG	PE62GA
DP59CY	DP60LG	DP62GA	PE59DD	PE60PO	PE62GL
DP59DD	DP60PO	DP62GL	PE59GA	PE61CA	PE62GM
DP59GA	DP61CA	DP62GM	PE59GL	PE61CY	PE62LG
DP59GL	DP61CY	DP62LG	PE59GM	PE61DD	PE62PO
DP59GM	DP61DD	DP62PO	PE59LG	PE61GA	PE63MI
DP59LG	DP61GA	DP63MI	PE59PO	PE61GL	PE63JA
DP59PO	DP61GL	DP63JA	PE60CA	PE61GM	PE64MI
DP60CA	DP61GM	DP64MI	PE60CY	PE61LG	PE64JA
DP60CY	DP61LG	DP64JA	PE60DD	PE61PO	PE65MI
DP60DD	DP61PO	DP65MI	PE60GA	PE62CA	PE65JA
DP60GA	DP62CA	DP65JA	PE60GL	PE62CY	
DP60GL	DP62CY	PE59CA	PE60GM	PE62DD	